
Central Region Council Executive Committee Meeting
1385 South State Street, Salt Lake City, Utah
Monthly Meeting Minutes
Thursday, January 6, 2005
12:00 p.m.

Presiding: Greg Diven

Present: Edie Fauver, Norm Fitzgerald, Todd Henriksen, Paul Jackson, Jill Merritt, Jon Pierpont, Steven Rosenberg, Kerry Steadman, Dean Walker, M. Ali Wilkinson

Absent: Councilman Jim Bradley, Charles Daud

Excused: Jane Reister Conard, Kevin Schofield, Karen Silver

Guests: Ron Anderson- LDS Employment Services

Staff: Leno Franco, Diane Lovell, Mary Peterson

Welcome & Announcements

Chairman Greg Diven called the meeting to order at 12:15 p.m. Mr. Diven welcomed Ron Anderson, Manager, LDS Employment Resource Services, and the proposed replacement for Dean Walker on the Council. Mr. Anderson was given a membership application and asked to return it so that action may be taken on him membership as soon as possible.

Greg Diven referred the committee to the Central Region Council membership and informed the committee that all 16 private sector vacancies are filled. New members, Jennifer Carroll from Nicholas Foods and Kent Anderson from Communication Workers of America, will be excellent additions to council. Both attended the New Member Orientation on December 16, 2004. Orientations will continue to be held for all new members in the future.

Mr. Diven noted that five voting member vacancies remain. An application from Stephanie Frohman from the Economic Development Corporation of Utah has been received. We are awaiting a nominee from Human Services to replace Megan Wiesen. Diane Lovell was asked to follow up regarding this vacancy with Mr. Stromberg, Director of the Human Services.

A letter has been prepared for Salt Lake County Mayor Peter Corroon requesting he fill the seat designated for County Mayor or County Executive. Kerry Steadman is still employed with Salt Lake County and may continue representing Salt Lake County on the Council. Greg Diven will send a formal letter to the Mayor requesting that Kerry Steadman remain on the Council.

Diane Lovell has spoken with Tooele Commission's Board Assistant and Commissioner Colleen Johnson has been designated to replace Gene White. A formal letter will be sent to Commissioner Johnson. Commissioner Johnson has also been invited to the January 27, 2005 Regional Council meeting.

Mr. Diven announced the NAWB Conference that will be held March 3 - 5 in Washington, DC. Mr. Diven may not be able to attend and will ask Vice Chair Paul Jackson to represent him at this conference.

Chairman Diven then made the committee aware of a request from Kim Auberger. She wanted to make sure the Council was advised of DWS's new Incumbent Worker Training Program that will be supported with a \$700,000 WIA set aside for special training projects in growth industries. A summary of the Program was shared with the Executive Committee members. A detailed overview of the Program will be presented to the State Council on January 13, 2005. Results of

the State Council's action will be provided to the Regional Council meeting on January 27th. Paul Jackson asked the Executive Committee to review this information and if anyone has any input please direct to Greg Diven prior to the State Council meeting on January 13th.

One concern was that these training programs would not benefit the smaller companies. It was noted that the training could occur all within one company or consist of individuals from several small companies. Greg Diven asked if this training would be a one time training or ongoing. Mr. Pierpont indicated that State Council would make that decision. In closing, Mr. Diven expressed that he felt this training would be well worth it.

Regional Director's Remarks

Jon Pierpont spoke briefly about the Gubernatorial Transition and the Department of Workforce Leadership. Mr. Pierpont shared with the committee that the Governor's Transition Team spoke very favorable of DWS and how it was being managed. The recommendation was made that Raylene Ireland should remain in her position. This recommendation was taken to the Governor's Office and the Governor elected to go in another direction. A luncheon was held in Ms. Ireland's behalf and she stated that she appreciated the support from all the Councils. The Governor named John Nixon, former DWS Finance Director, as the Acting Executive Director. He will remain in this capacity until further notice.

Mr. Pierpont also provided an update on the DACUM, Work Readiness Curriculum. The Workplace Essentials project is being worked on by Applied Technology College and Salt Lake Community College. A handout of the results of the DACUM process was given to all in attendance. The plan is to have Regional Councils review and comment on the curriculum content to date and offer recommendations regarding additions and needed modifications before the curriculum is finalized.

Jon Pierpont asked that this handout be sent Council members before the next council meeting so everyone can be prepared. If you need further clarification on this information you can contact Andrea Sutton at the State office. Ms. Sutton's email address will be included with the electronic handout along with the deadline for response.

The Chairman requested this be included on the January 27, 2005 Council agenda.

Legislative Forum - Next Steps

Greg Diven noted that we had more legislators attend the November Legislative Forum than had attended in the past. He indicated that the Council was more focused in terms of its targeted message. Mr. Diven indicated that the Council had planned to follow up with the legislators, once they were in session and remind them again of the department's legislative priorities - "Anti-SUTA dumping" and DWS Reauthorization.

Norm Fitzgerald suggested that a thank you letter be sent before the upcoming legislative session.

Kerry Steadman asked if the two issues have been filed in bill form and if so, the bill number should be included in the thank you letter.

Greg Diven also suggested mentioning in the letter who is sponsoring the bills and if they would like to sponsor the bill.

This information should be given to Michael Sullivan.

In addition, Norm Fitzgerald indicated sending a separate cover letter to those who did not attend the forum. Paul Jackson suggested taking the list we were given at the original meeting regarding calling assignments and to make one more call and/or leave one more message and reinforce the same issues on a personal basis. Mr. Diven indicated that we will make sure that this last effort is taken care of and asked Diane Lovell to send those council members a reminder of who they

need to call. Ms. Lovell pointed out that the members on the list who made the calls were part of the Executive Committee only and suggested that when we send this information out we send to all of the council members so other council members can take the initiative to call as well. Greg Diven concurred with Ms. Lovell.

Executive Roundtable

Greg Diven referred the committee to the January 25th Manufacturing Roundtable draft agenda for the January 25, 2005. The Roundtable is being co-sponsored by Utah Manufacturing Association (UMA) with a focus on Best Practices. Tom Bingham, President of UMA, will be one of the keynote speakers.

Mr. Diven stated the next Executive Roundtable target would be the Automotive Services industry. Planning is now underway and Mr. Diven asked interested Executive Committee members to please "get involved."

Mr. Diven then referred to the Healthcare industry and although a lot of programs and initiatives are underway, the Council needs to determine how it can be involved and help support the needs of this industry. Steve Maas and members of his staff have offered their service and expertise to assist the Council as needed.

Diane Lovell indicated that she had spoken to Lynn Purdin who is the DWS Analyst for healthcare. Ms. Purdin indicated that at this point, one of the best things the Council can do is to continue to support Jon Pierpont and DWS with regard to creative activities. As an example, Ms. Purdin suggested that someone be out stationed at one of the community colleges to help do case management specifically for DWS customers who are involved in training in the healthcare field. Ms. Lovell noted that this is one of those things that has already been done in our region.. Ms. Purdin also suggested the Council consider filling a future vacant seat on the Council with a representative from a residential care or assisted living facility.

Chairman Diven would like to see an Ad-Hoc committee put into place and asked that anyone who would like to be involved on this committee to contact him.

On another subject, Norm Fitzgerald asked if the Academy of Nursing was a DWS approved provider. Diane Lovell replied that they were approved over a year ago; however, following recommendations from the Division of Consumer Protection, all DWS referrals to this school have been suspended and they have been removed from the Approved Training Provider list.

Deferred Tuition

Chairman Diven deferred this topic to another meeting.

Committee Reports & Strategic Plan Updates

Basic Needs - Edie Fauver indicated that there have been no new developments regarding the West Valley bus stop issue.

Pamela Silberman will conduct the legislative training on January 27th. Ms. Fauver also shared handouts regarding Citizens Day at the Legislature to be held January 31st. Also, the quarterly Help Desk report was given to Diane Lovell and will be included in the January 27th Council packets.

Marketing - Jill Merritt presented a bio of Carol Voorhees who will be the facilitator for the Strategic Planning Retreat in April. Goal setting will take place prior to the event and during the event.

Facilities - Norm Fitzgerald reported that negotiations continue on the two facilities that are up for lease extension - the Eligibility Center and the Downtown Employment Center. At this present time, there has been a counter proposal from one of the landlords.

Training & Development - Dean Walker reported that there are currently two applications being reviewed. One is a new application from International Media Services and the other is from Eagle Gate College requesting to add a new dental assisting program. More information will be provided at the January 27th meeting.

Mr. Walker also noted that one of last year's goals was to look at what the training providers are doing and report on whether or not they are performing well and what the recommendation is for keeping them on the list. This goal will be discussed at the next committee meeting.

Diane Lovell stated that Tonya Bronson would like to briefly address the Council on January 27th. She would like to share Utah's registration requirements for postsecondary proprietary school certification. The Training and Development Committee conducts a detailed review of school applications on the Council's behalf and information that Ms. Bronson proposes to share will help facilitate the application review process.

Greg Diven expressed regrets at seeing Dean Walker leave the Committee and the Council and thanked him again for his contributions.

Youth Council - Paul Jackson had nothing to report.

Executive Committee Goals & Action Plans

Greg Diven reviewed the Executive Committee Strategic Plan Goals and action steps and reported that "We are doing fairly well." Still needing attention under objective #2 is "surveying the workforce councils and current members" and sharing this information with the Marketing Committee. Mr. Diven noted items C, D and E were also behind schedule.

Mr. Diven asked Leno Franco if there were any budget numbers and how we are looking for this year. Mr. Franco indicated that we are in good shape at this time.

Greg Diven asked that time be scheduled at the next Executive Committee to again review goals. He also encouraged all committees to look at their respective goals and objectives and make sure they are making progress.

Agenda Setting - January 27, 2005

Chairman Diven referred to the following items that were slated for the Jan 27th agenda and asked members for additions and/or changes.

- Training Provider Approval(s) - Action Item
- Committee Reports & 2005 Strategic Plan and Goals Review
- Executive Roundtable
- Legislative Forum - follow-up discussion
- Postsecondary Proprietary Schools presentation
- Incumbent Worker Training Program
- Ad hoc Healthcare Committee
- Legislative Training Session
- Regional Director's Report

Old Business

Mr. Diven reported that at the December 2, 2004 Executive Committee meeting, Todd Henriksen suggested the Regional Council devote 10 minutes at each meeting to discuss a particular program for member education. Mr. Diven asked if anything has been planned. Diane Lovell indicated that no action was taken by the committee regarding Todd's suggestion.

Mr. Diven asked Ms. Lovell to add this suggestion to our next Executive Committee agenda for discussion. In the meantime, the presentation on the new Incumbent Worker Training Program could constitute the first 10-minute program discussion as suggested by Mr. Henriksen.

New Business

Kerry Steadman asked that an update on the “transition” be made at the next Council meeting and that if a permanent Executive Director is appointed by that time, that he or she be asked to address the Council.

Mr. Steadman also suggested that if Governor Huntsman’s budget is in place, that Jon Pierpont provide a report at the January 27th meeting.

The meeting was adjourned at 1:15 p.m.